

# *Township of Arcadia*

**Lapeer County, Michigan**

Audited Financial Report  
June 30, 2005

*Lehn L. King*

Certified Public Accountant  
Marlette, Michigan

# Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name <b>Township of Arcadia</b>	County <b>Lapeer</b>
Audit Date <b>8/30/05</b>	Opinion Date <b>8/30/05</b>	Date Accountant Report Submitted to State: <b>10/19/05</b>	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

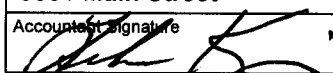
We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ Yes ☒ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ Yes ☒ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ Yes ☒ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ Yes ☒ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ Yes ☒ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ Yes ☒ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ Yes ☒ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ Yes ☒ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ Yes ☒ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

**We have enclosed the following:**

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name) <b>Lehn L. King, CPA</b>			
Street Address <b>3531 Main Street</b>		City <b>Marlette</b>	State <b>MI</b>
Accountant Signature 		ZIP <b>48453</b>	Date <b>10/19/05</b>

**Township of Arcadia**  
Annual Financial Report  
For The Fiscal Year Ended June 30, 2005

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LEHN L. KING

CERTIFIED PUBLIC ACCOUNTANT

3531 MAIN STREET  
MARLETTE, MICHIGAN 48453

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Members of the Township Board  
**Arcadia Township**  
Lapeer County, Michigan

**Independent Auditor's Report**

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Arcadia, Michigan as of and for the year ended June 30, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township of Arcadia, Michigan's management. My responsibility is to express opinions on these financial statements based on my audit.

I conducted the audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that the audit provides a reasonable basis for my opinions.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Arcadia, Michigan as of June 30, 2005 and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis, and the budgetary comparison schedules, as identified in the table of contents, are not a required part of the basic financial statements but are supplemental information required by the Governmental Accounting Standards Board. I have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplemental information. However, I did not audit the information and express no opinion on it.

The Audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township of Arcadia, Michigan's basic financial statements. The accompanying other supplemental information, as identified in the table of contents, is presented for the purpose of additional analysis and is not a required part of the basic financial statements. The other supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

As described in Note 1, the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, and related statements, as of July 1, 2003.

*Lehn King*

Lehn L. King  
Certified Public Accountant

August 30, 2005

# Township of Arcadia

## Lum, Michigan

### MANAGEMENT'S DISCUSSION AND ANALYSIS LETTER

Our discussion and analysis of the Township of Arcadia's financial performance provides an overview of the Township's financial activities for the fiscal year ended June 30, 2005. Please read it in conjunction with the Township's financial statements.

#### Financial Highlights

The Township is in a good financial position with a General Fund Balance of \$554,049.

The Township is in the process of purchasing a new fire truck. The price quote for the fire truck is \$205,372 from Toyne Company. The fire truck will have everything it needs on it, so there will be no extra cost.

#### Using this Report

This annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No.34. GASB Statement 34 implements a new model of financial reporting for state and local governments designed to enhance the usefulness of the Township's annual report.

#### The Township as a Whole

The Township of Arcadia's fund balances are as follows:

	June 30, 2005	June 30, 2004
General Fund	\$ 554,049	\$ 553,616
Public Safety Assessment Fund	-	-
Fire Improvement Fund	88,520	71,005
Total for Township	<u>\$ 642,569</u>	<u>\$ 624,621</u>

# Township of Arcadia

## Lum, Michigan

### Governmental Activities

The Township of Arcadia's Revenues and Expenditures can be summarized as follows:

	General Fund	Public Safety Assessment Fund	Fire Improvement Fund	Totals
<b>Fund Balances - Beginning of Year</b>	\$ 553,616	\$ -	\$ 71,005	\$ 624,621
<b>Revenue Collected</b>				
Property Taxes	154,081	60,318	-	214,399
Intergovernmental Revenue	213,302	-	-	213,302
Charges for Services	15,618	-	6,150	21,768
Interest Earnings	12,504	512	1,365	14,381
Other	10,955	-	-	10,955
Transfers	50,830	-	10,000	60,830
Total Revenue Collected	<u>457,290</u>	<u>60,830</u>	<u>17,515</u>	<u>535,635</u>
<b>Expenditures</b>				
General Government	202,350	-	-	202,350
Public Safety	133,650	-	-	133,650
Public Works	39,387	-	-	39,387
Capital Outlay	6,787	-	-	6,787
Debt Service	74,683	-	-	74,683
Transfers	-	60,830	-	60,830
Total Expenditures	<u>456,857</u>	<u>60,830</u>	<u>-</u>	<u>517,687</u>
<b>Fund Balances - End of Year</b>	<u>\$ 554,049</u>	<u>\$ -</u>	<u>\$ 88,520</u>	<u>\$ 642,569</u>

# Township of Arcadia

## Lum, Michigan

### Economic Factors and Next Year's Budget and Rates

The Township of Arcadia's 2005/2006 adopted budget is as follows:

	General Fund	Public Safety Assessment Fund	Fire Improvement Fund
Budgeted Beginning Fund Balance	\$ 565,809	\$ -	\$ 81,224
<b>Revenue</b>			
Property Taxes / Special Assessments	\$ 155,800	\$ 61,000	\$ -
Intergovernmental Revenue	210,000	-	-
Charges for Services	16,525	-	-
Interest Earnings	9,725	-	-
Other	11,468	-	-
Transfers	142,224	-	10,000
Total Revenue Collected	545,742	61,000	10,000
<b>Expenditures</b>			
General Government	256,910	-	-
Public Safety	119,365	-	-
Public Works	123,000	-	-
Capital Outlay	120,000	-	-
Debt Service	195,000	-	-
Recreation & Culture	1,000	-	-
Health & Wealth	9,600	-	-
Transfers	-	61,000	91,224
Total Expenditures	824,875	61,000	91,224
<b>Net Over/Under Budget</b>	(279,133)	-	(81,224)
Budgeted Ending Fund Balance	\$ 286,676	\$ -	\$ -

The Township of Arcadia's General Fund budget for next year is approximately the same budget as a year ago.

### Contacting the Township

This report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the Township's finances and to demonstrate the Township's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact the Township office at 4900 Spencer, Lum, Michigan or by telephone at (810) 724-6565.

Kevin Daley  
Township of Arcadia Supervisor

**Township of Arcadia**  
Statement of Net Assets (Deficit)  
June 30, 2005

	<u>Primary Government Governmental Activities</u>
<b><u>Assets</u></b>	
Cash & Cash Equivalents	\$ 644,862.26
Due From Other Funds	536.97
Capital Assets (Net of Accumulated Depreciation)	<u>255,698.00</u>
<u>Total Assets</u>	<u>\$ 901,097.23</u>
<b><u>Liabilities</u></b>	
Accounts Payable	\$ 2,827.91
Current Portion of Long-Term Debt	56,523.00
Noncurrent Liabilities:	
Long-Term Debt	<u>282,611.00</u>
<u>Total Liabilities</u>	<u>341,961.91</u>
<b>Net Assets (Deficit)</b>	
Invested in Capital Assets - Net of Related Debt	(83,436.00)
Restricted:	
Reassessment	16,305.03
Unrestricted	<u>626,266.29</u>
<u>Total Net Assets (Deficit)</u>	<u>\$ 559,135.32</u>

The notes are an integral part of the statements.



# Township of Arcadia

## Statement of Activities

### For the Year Ended June 30, 2005

Functions/Programs	Program Revenues			Net (Expense) Revenue & Changes in Net Assets	
	Expenses	Charges for Services	Operating Grants & Contributions	Capital Grants & Contributions	Primary Governmental Activities
Primary Government:					
Governmental Activities:					
General Government	\$ 208,170.72	\$ 15,618.48	\$ -	\$ -	\$ (192,552.24)
Public Safety	148,687.57	6,150.00	-	3,393.20	(139,144.37)
Public Works	39,386.78	-	-	-	(39,386.78)
Interest on Long-Term Debt	18,161.25	-	-	-	(18,161.25)
Total Governmental Activities	\$ 414,406.32	\$ 21,768.48	\$ -	\$ 3,393.20	(389,244.64)
General Revenues:					
Property Taxes					\$ 214,398.51
State Shared Revenues					213,302.00
Interest					14,380.82
Other Revenues					7,562.17
Transfers					-
Total General Revenues, Special Items & Transfers					449,643.50
Change in Net Assets					60,398.86
Net Assets (Deficit) - Beginning of Year					498,736.46
Net Assets (Deficit) - End of Year					\$ 559,135.32

The notes are an integral part of the statements.

# Township of Arcadia

## Governmental Funds

### Balance Sheet

June 30, 2005

	<u>Major Special Revenue Funds</u>			<u>Totals (Memorandum Only)</u>
	<u>General Fund</u>	<u>Public Safety Assessment Fund</u>	<u>Fire Improvement Fund</u>	
<b><u>Assets</u></b>				
Cash & Certificates of Deposit	\$ 563,621.82	\$ -	\$ 81,240.44	\$ 644,862.26
Accounts Receivable	-	-	-	-
Due From Other Funds	536.97	-	7,280.00	7,816.97
<u>Total Assets</u>	<u>\$ 564,158.79</u>	<u>\$ -</u>	<u>\$ 88,520.44</u>	<u>\$ 652,679.23</u>
<b><u>Liabilities &amp; Fund Equity</u></b>				
<b><u>Liabilities</u></b>				
Accounts Payable	\$ 2,827.91	\$ -	\$ -	\$ 2,827.91
Due To Other Funds	7,280.00	-	-	7,280.00
<u>Total Liabilities</u>	<u>10,107.91</u>	<u>-</u>	<u>-</u>	<u>10,107.91</u>
<b><u>Fund Equity</u></b>				
Fund Balances				
- Restricted for Reassessment	16,305.03	-	-	16,305.03
- Unreserved & Undesignated	537,745.85	-	88,520.44	626,266.29
<u>Total Fund Balances</u>	<u>554,050.88</u>	<u>-</u>	<u>88,520.44</u>	<u>642,571.32</u>
<u>Total Liabilities &amp; Fund Equity</u>	<u>\$ 564,158.79</u>	<u>\$ -</u>	<u>\$ 88,520.44</u>	<u>\$ 652,679.23</u>

The notes are an integral part of the statements.

**Township of Arcadia**  
Governmental Funds  
Reconciliation of Fund Balances to the  
Statement of Net Assets (Deficit)  
For The Year Ended June 30, 2005

<b>Total Fund Balances for Governmental Funds</b>	\$ 642,571.32
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Amounts reported for Governmental Activities in the Statement of  
Net Assets (Deficit) are different because:

Capital Assets used in Governmental Activities are not Financial Resources and are not reported in the Funds	255,698.00
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Long-Term Bonds Payable are not due and payable in the current period and are not reported in the Funds	<u>(339,134.00)</u>
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<b>Net Assets of Governmental Activities</b>	<u><u>\$ 559,135.32</u></u>
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The notes are an integral part of the statements.

**Township of Arcadia**  
Governmental Funds  
Statement of Revenues, Expenditures, And Changes  
in Fund Balances  
For The Year Ended June 30, 2005

<u>Revenues</u>	<u>Major Special Revenue Funds</u>			<u>Total Governmental Funds</u>
	<u>General Fund</u>	<u>Public Safety Assessment Fund</u>	<u>Fire Improvement Fund</u>	
Property Taxes	\$ 154,080.52	\$ 60,317.99	\$ -	\$ 214,398.51
State Shared Revenue	213,302.00	-	-	213,302.00
Charges for Services	15,618.48	-	6,150.00	21,768.48
Interest Earnings	12,503.59	511.81	1,365.42	14,380.82
Grant Proceeds	3,393.20	-	-	3,393.20
Other Revenues	7,562.17	-	-	7,562.17
<u>Total Revenues</u>	<u>406,459.96</u>	<u>60,829.80</u>	<u>7,515.42</u>	<u>474,805.18</u>
<u>Expenditures</u>				
General Government	202,349.72	-	-	202,349.72
Public Safety	133,649.57	-	-	133,649.57
Publics Works	39,386.78	-	-	39,386.78
Capital Outlay	6,786.00	-	-	6,786.00
Debt Service - Principal	56,522.00	-	-	56,522.00
Debt Service - Interest	18,161.25	-	-	18,161.25
<u>Total Expenditures</u>	<u>456,855.32</u>	<u>-</u>	<u>-</u>	<u>456,855.32</u>
<u>Excess of Revenues Over (Under) Expenditures</u>	<u>(50,395.36)</u>	<u>60,829.80</u>	<u>7,515.42</u>	<u>17,949.86</u>
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In (Out)	50,829.80	(60,829.80)	10,000.00	-
<u>Net Change in Fund Balances</u>	<u>434.44</u>	<u>-</u>	<u>17,515.42</u>	<u>17,949.86</u>
<u>Fund Balances - Beginning of Year</u>	<u>553,616.44</u>	<u>-</u>	<u>71,005.02</u>	<u>624,621.46</u>
<u>Fund Balances - End of Year</u>	<u>\$ 554,050.88</u>	<u>\$ -</u>	<u>\$ 88,520.44</u>	<u>\$ 642,571.32</u>

The notes are an integral part of the statements.

**Township of Arcadia**  
Governmental Funds  
Reconciliation of Statement of Revenues, Expenditures,  
and Changes in Fund Balances of Governmental Funds  
to the Statement of Activities  
For The Year Ended June 30, 2005

**Net Change in Fund Balances - Total Governmental Funds** \$ 17,949.86

Amounts reported for Governmental Activities in the Statement of  
Activities are different because:

Governmental Funds report Capital Outlays as Expenditures;  
in the Statement of Activities, these costs are capitalized and  
allocated over their estimated useful lives as Depreciation 6,786.00

Repayment of Bond Principal is an Expenditure in the Governmental  
Funds, but not in the Statement of Activities (where it  
reduces Long-Term Debt) 56,522.00

Depreciation is an Expenditure for the Statement of  
Activities, but is not reported in the Governmental Funds (20,859.00)

**Net Assets of Governmental Activities** \$ 60,398.86

**Township of Arcadia**  
Statement of Net Assets (Deficit)  
Fiduciary Funds  
June 30, 2005

<u>Assets</u>	<u>Other Trust Funds</u>	<u>Agency Fund</u>
Cash & Certificate of Deposit	\$ 31,156.25	\$ 536.97
Due From Other Funds	-	-
<u>Total Assets</u>	31,156.25	<u>\$ 536.97</u>
 <u>Liabilities</u>		
Due To Other Funds	-	\$ 536.97
Due To Others	-	-
Due To Other Governmental Agencies	-	-
<u>Total Liabilities</u>	-	<u>\$ 536.97</u>
 <u>Net Assets</u>		
Held in Trust for Cemetery Perpetual Care	20,800.34	
Unreserved - Undesignated	10,355.91	
<u>Total Net Assets</u>	<u>\$ 31,156.25</u>	

The notes are an integral part of the statements.

**Township of Arcadia**  
Statement of Changes in Net Assets  
Fiduciary Funds  
June 30, 2005

	<u>Other Trust Funds</u>
<u>Additions</u>	
Interest Income - Perpetual Care	\$ 588.99
Sale of Lots - Perpetual Care	450.00
<u>Total Additions</u>	<u>1,038.99</u>
<u>Deductions</u>	
Miscellaneous	-
<u>Total Deductions</u>	<u>-</u>
<u>Net Increase</u>	1,038.99
<u>Net Assets - Beginning of Year</u>	<u>30,117.26</u>
<u>Net Assets - End of Year</u>	<u>\$ 31,156.25</u>

The notes are an integral part of the statements.

**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

The accounting methods and procedures adopted by the Township of Arcadia, Lapeer County, Michigan, conform to generally accepted accounting principles as applied to governmental entities. The following notes to the financial statements are an integral part of the Townships Comprehensive Annual Financial Report.

**1. Summary of Significant Accounting Policies**

**Financial Reporting Entity**

The Township of Arcadia was incorporated under the laws of the State of Michigan and operates as a General Law Township, with a Township Board form of government. As required by generally accepted accounting principles, the financial statements of the reporting entity include those of the Township of Arcadia (the primary government) and its component units. The component units discussed below are included in the Township reporting entity because of the significance of their operational or financial relationships with the Township.

**Component Units** - In accordance with generally accepted accounting principles, there are no component units of Government required to be included in the Financial Reporting Entity either as blended component units or discretely presented component units.

**Government-wide and Fund Statements Fund**

The Government-wide Financial Statements (i.e., the Statement of Net Assets (Deficit) and the Statement of Activities) report information on all the nonfiduciary activities of the Township (the primary government). The effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function (governmental activities) or identifiable activity (business-type activities) are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or activity. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or activity; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or activity. Taxes and other revenue items properly excluded from program revenues are reported as general revenue.

Separate financial statements are provided for governmental funds, and Fiduciary Funds, even though the latter are excluded from the Government-wide Financial Statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Township reports the following major governmental funds:

**General Fund** - The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Fire Improvement Fund** - The fund accumulated resources to purchase future fire equipment. Funding is provided primarily from transfers from General Fund.

**Public Safety Assessment Fund** - The funding is provided through a collection of a special assessment. The fund is for the use of police protection, the purchase of fire equipment, fire department operation, and fire vehicles.



**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

Additionally, the Township reports the following fund types:

**Cemetery Perpetual Care Fund** - The purpose of this fund is to account for money which is set aside for the future maintenance expenses of the Township cemetery.

**Current Tax Collection Fund** - The Current Tax Collection Fund accounts for the collection and disbursement of local property taxes.

**Measurement Focus and Basis of Accounting**

The Government-wide Financial Statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental Fund Financial Statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become susceptible to accrual - that is, when they become both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period, generally collected within 60 days of the end of the current fiscal period. Revenues susceptible to accrual include property taxes, intergovernmental revenues, special assessments, licenses, charges for services, and interest. All other revenue items are considered to be available only when cash is received by the Township. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, and claims and judgments are recorded only when payment is due.

**Cash** - The Township does not pool cash resources of its various funds to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the cash accounts is available to meet current operating requirements. Cash in excess of current requirements is invested in various interest-bearing securities and disclosed as part of the Township's investments.

**Investments** - Debt securities are valued at cost since it is generally the policy of the Township to hold such investments until they mature.

**Due to and Due from Other Funds** - Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed.

**Property Tax Revenues** - Property taxes are levied on December 1 based on the assessed value of property as listed on the previous December 31. Assessed values are an approximation of market value. A revaluation of all real property must be made every year.

**Vacation, Sick Leave, & Other Compensated Absences** - The Township does not have any contracts or agreements with its employees or elected officials which require the payment of compensation during absence from duty nor do any such benefits vest to the right of the employee or elected official.

**Inventories and Prepaid Items** - Inventories are valued at cost, on a first-in, first-out basis. Inventories of governmental funds are recorded as expenditures when purchased. Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both Government-wide and Fund Financial Statements.

**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

**Capital Assets** - Capital assets, which include buildings and equipment, are reported in the applicable governmental column in the Government-wide Financial Statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$2,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings & Building Improvements	20 to 40 years
Machinery & Equipment	3 to 25 years

**Long-Term Obligations** - In the Government-wide Financial Statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net assets. Bond premiums and discounts, issuance costs, and the deferred amount on refunding are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount and deferred amount on refunding. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

**Fund Equity** - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

**Use of Estimates** - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

#### **Accounting Changes**

**GASB Statement No. 34** - Effective July 1, 2003, the Township implemented the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments* (GASB No. 34). Changes to the Township's financial statements as a result of GASB No. 34 are as follows:

- A management's discussion and analysis (MD&A) section providing analysis of the Township's overall financial position and results of operations has been included.
- Government-wide Financial Statements (statement of net assets (deficit) and statement of activities) prepared using full accrual accounting for all of the Township's activities have been provided.
- Capital assets in the governmental activities column of the statement of net assets (deficit) includes assets not previously accounted for by the Township. In addition, the governmental activities column includes bonds and other long-term obligations previously reported in the General Long-term Debt Account Group.
- The fund financial statements focus on major funds rather than fund types.

**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

**2. Stewardship, Compliance, and Accountability**

**Budgetary Information**

The Township is legally subject to the budgetary control requirements of State of Michigan P.A. 621 of 1978 (the Uniform Budgeting Act). The following statements represent a brief synopsis of the major provisions of this Act:

1. Budgets must be adopted for the General Fund and Special Revenue Funds.
2. The budgets must be balanced. The balanced budget may include a contribution to or appropriation from fund balance.
3. The budgets must be amended when necessary.
4. Debt cannot be entered into unless permitted by law.
5. Expenditures cannot exceed budget appropriations.
6. Expenditures cannot be made unless authorized in the budget.
7. Public hearings must be held before budget adoptions.

In the body of the financial statements, the Township actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The budget is used by the Township Board as a management tool during the year for all budgetary funds. The budgets are adopted on a cash basis, which is not consistent with generally accepted accounting principles. Budgetary control is exercised at the departmental level. Budgets for the General Fund and the Special Revenue Funds are presented in the required supplemental information.

During the year ended June 30, 2005, the Township incurred expenditures in certain budgetary funds which were in excess of the amounts appropriated, as follows:

	<u>Total Appropriations</u>	<u>Amount of Expenditures</u>	<u>Budget Variance</u>
<b>General Fund</b>			
Clerk	\$ 20,000	\$ 20,442	\$ 442

During the year ended June 30, 2005 budgets were not adopted for the following funds:

    Fire Improvement Fund  
    Public Safety Assessment Fund.

**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

**3. Cash and Investments**

Michigan Compiled Laws, Section 129.91, authorizes the Local Unit to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

At year end, the deposits and investments were reported in the basic financial statements in the following categories:

	<u>Governmental Activities</u>	<u>Fiduciary - Trust &amp; Agency Funds</u>	<u>Total Primary Government</u>
Cash & Cash Equivalents	\$ 644,862	\$ 31,693	\$ 676,555

The Township's deposits are in accordance with statutory authority. As of June 30, 2005, the balance sheet carrying amount of cash deposits was \$676,555. The bank balance as of June 30, 2005, was \$676,555, of which \$304,555 was covered by FDIC insurance.

All cash deposits and investments of the Township are held by the Township in the Township's name.

The GASB Statement 3 risk disclosures for the Local Unit's investments are as follows:

Investment Type	<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>Carrying Amount</u>	<u>Market Value</u>
Risk Categorized	-	-	-	-	-
Operating Funds					
US Treasury Bonds	-	-	-	-	-
Investment in Deferred					
Compensation Plans	-	-	-	\$ 58,891	\$ 58,891
Total Risk-Categorized					
Investments	-	-	-	\$ 58,891	\$ 58,891

The cash and investments that are represented by specific identifiable investment securities are classified as to credit risk by the three categories described below:

Category 1	Insured or registered, or securities held by the Township or its agent in the Township's name.
Category 2	Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Township's name.
Category 3	Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the Township's name.

**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

**4. Property Taxes**

The Township is responsible for assessing, collecting, and distributing property taxes in accordance with enabling state legislation. Property taxes become a lien on the first day of December of the levy year and might be paid by the following February 14.

Property taxes are recognized in compliance with NCGAI-3 which states that such revenue is recorded when it becomes measurable and available.

The Township levied the following taxes:

General Government Services            1.4509 mills

Township Fire Protection: Special Assessment per parcel  
\$45 Per Dwelling or Commercial/Industrial Building  
\$15 Vacant Parcels

**5. Due To/From Other Funds**

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "Due from other funds" or "Due to other funds" on the balance sheet. The amounts of interfund receivables and payables are as follows:

	<u>Due From Other Funds</u>		<u>Due To Other Funds</u>
General Fund	\$ 537	Tax Fund	\$ 537
Fire Improvement Fund	<u>7,280</u>	General Fund	<u>7,280</u>
Total	<u>\$ 7,817</u>		<u>\$ 7,817</u>

Interfund receivable and payable are not eliminated for financial presentation.

	<u>Operating Transfers In</u>		<u>Operating Transfers Out</u>
Fire Improvement Fund	\$ 10,000	Public Safety Assessment Fund	\$ 10,000
General Fund	50,830	Public Safety Assessment Fund	50,830

**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

**6. Capital Assets**

Capital assets activity of the Township's governmental activities was as follows:

	<u>Balance July 1, 2004</u>	<u>Additions</u>	<u>Disposals &amp; Adjustments</u>	<u>Balance June 30, 2005</u>
Governmental Activities:				
Capital Assets not being Depreciated:	\$ 14,195	\$ -	\$ -	\$ 14,195
Capital Assets being Depreciated:				
Buildings & Improvements	\$ 179,723	\$ -	\$ -	\$ 179,723
Machinery & Equipment	242,037	6,786	-	248,823
Total Capital Assets being Depreciated	421,760	6,786	-	428,546
Accumulated Depreciation:				
Buildings & Improvements	84,455	5,821	-	90,276
Machinery & Equipment	81,729	15,038	-	96,767
Total Accumulated Depreciation	166,184	20,859	-	187,043
Net Capital Assets being Depreciated	255,576	(14,073)	-	241,503
Net Total Capital Assets	<u>\$ 269,771</u>	<u>\$ (14,073)</u>	<u>\$ -</u>	<u>\$ 255,698</u>

Depreciation expense was charged to programs of the primary government as follows:

**Governmental Activities:**

General Government	\$ 5,821
Public Safety	15,038
Total Governmental Activities	<u>\$ 20,859</u>

**7. Long-Term Debt**

The following is a summary of the debt outstanding of the Township as of June 30, 2005:

	<u>Interest Rate Ranges</u>	<u>Principal Maturity Ranges</u>	<u>Beginning Balance</u>	<u>Additions (Reductions)</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental Activities						
General Obligation Bonds & Contracts						
Lapeer County Road Commission Road Bonds						
Amount of Issue - \$565,223	4.40% -					
Maturing through 2010	5.00%	\$56,523	\$ 395,655	\$ (56,523)	\$ 339,132	\$ 56,523
Total Governmental Activities			<u>\$ 395,655</u>	<u>\$ (56,523)</u>	<u>\$ 339,132</u>	<u>\$ 56,523</u>

**Township of Arcadia**  
Notes to the Financial Statements  
For The Year Ended June 30, 2005

Annual debt service requirements to maturity for the above governmental bond and contract obligations are as follows:

Years Ending March 31,	Governmental Activities		
	Principal	Interest	Total
2006	\$ 56,523	\$ 15,444	\$ 71,967
2007	56,523	12,699	69,222
2008	56,523	9,924	66,447
2009	56,523	7,121	63,644
2010	56,523	4,290	60,813
2011	56,517	1,430	57,947
<b>Total</b>	<b>\$ 339,132</b>	<b>\$ 50,908</b>	<b>\$ 390,040</b>

**8. Pension Plan**

The township makes annual contributions to Manulife Financial for all eligible employees and board members. The plan is a defined contribution plan with an annual contribution rate of 15%. During the fiscal year ended June 30, 2005, the Township contributed \$9,350 to the plan.

**9. Deficit Fund Balance or Retained Earnings Balances of Individual Funds**

None

**10. Comparative Data**

Comparative total data for the prior year has not been presented.

**11. Post Employment Benefits**

The Township does not provide any post employment benefits other than pension benefits through Manulife Financial.

**12. Risk Management**

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries, as well as medical and workman's compensation benefits provided to employees. The Township has purchased commercial insurance for the various risks of loss stated above.

Settled claims for the commercial insurance have not exceeded the amount of coverage in any of the past three years. There was no reduction in coverage's obtained through commercial insurance during the past year.

**Required Supplemental Information**



**Township of Arcadia**  
 Budgetary Comparison Schedule  
 General Fund  
 For The Year Ended June 30, 2005

<b>General Fund</b>				
	<b>Original Budget</b>	<b>Amended Budget</b>	<b>Actual</b>	<b>Variance with Amended Budget</b>
<b><u>Revenues</u></b>				
Property Taxes	\$ 149,200.00	\$ 149,200.00	\$ 154,080.52	\$ 4,880.52
State Shared Revenues	220,000.00	220,000.00	213,302.00	(6,698.00)
Charges for Services	19,860.00	19,860.00	15,618.48	(4,241.52)
Interest Earnings	4,325.00	4,325.00	12,503.59	8,178.59
Grant Proceeds	-	-	3,393.20	3,393.20
Other Revenues	1,750.00	1,750.00	7,562.17	5,812.17
<b>Total Revenues</b>	<u>395,135.00</u>	<u>395,135.00</u>	<u>406,459.96</u>	<u>11,324.96</u>
<b><u>Expenditures</u></b>				
<b>General Government</b>				
Township Board	30,400.00	30,400.00	24,862.59	5,537.41
Clerk	20,000.00	20,000.00	20,442.20	(442.20)
Treasurer	24,025.00	24,025.00	21,894.29	2,130.71
Supervisor	14,025.00	14,025.00	13,153.73	871.27
Assessor	25,915.00	25,915.00	15,654.98	10,260.02
Elections	6,500.00	6,500.00	4,887.70	1,612.30
Professional Services	26,500.00	26,500.00	15,452.50	11,047.50
Board of Review	1,500.00	1,500.00	1,011.16	488.84
Township Hall Expense	29,800.00	29,800.00	29,577.54	222.46
Township FICA & Pension	13,928.00	13,928.00	13,365.45	562.55
Cemetery	26,430.00	26,430.00	22,523.06	3,906.94
Insurance & Bonds	22,500.00	22,500.00	19,524.52	2,975.48
<b>Total General Government</b>	<u>241,523.00</u>	<u>241,523.00</u>	<u>202,349.72</u>	<u>39,173.28</u>
<b>Public Safety</b>				
Emergency Services	20,350.00	20,350.00	19,287.00	1,063.00
Planning & Zoning	6,050.00	6,050.00	4,374.00	1,676.00
Law Enforcement	60,750.00	60,750.00	54,853.68	5,896.32
Fire Protection	53,650.00	53,650.00	51,479.82	2,170.18
Street Lights	3,000.00	3,000.00	2,790.07	209.93
Board of Appeals	1,350.00	1,350.00	865.00	485.00
<b>Total Public Safety</b>	<u>145,150.00</u>	<u>145,150.00</u>	<u>133,649.57</u>	<u>11,500.43</u>
<b>Public Works - Roads &amp; Drains</b>	<u>63,000.00</u>	<u>63,000.00</u>	<u>39,386.78</u>	<u>23,613.22</u>
<b>Recreation &amp; Culture</b>	<u>1,000.00</u>	<u>1,000.00</u>	<u>-</u>	<u>1,000.00</u>
<b>Capital Outlay</b>	<u>270,000.00</u>	<u>270,000.00</u>	<u>6,786.00</u>	<u>263,214.00</u>
<b>Debt Service - Principal</b>	<u>60,000.00</u>	<u>60,000.00</u>	<u>56,522.00</u>	<u>3,478.00</u>
<b>Debt Service - Interest</b>	<u>20,000.00</u>	<u>20,000.00</u>	<u>18,161.25</u>	<u>1,838.75</u>
<b>Total Expenditures</b>	<u>800,673.00</u>	<u>800,673.00</u>	<u>456,855.32</u>	<u>343,817.68</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	(405,538.00)	(405,538.00)	(50,395.36)	355,142.64
<b><u>Other Financing Sources (Uses)</u></b>				
Operating Transfers In (Out)	60,000.00	60,000.00	50,829.80	(9,170.20)
<b>Excess of Revenues &amp; Operating Transfers In Over (Under) Expenditures &amp; Operating Transfers Out</b>	(345,538.00)	(345,538.00)	434.44	345,972.44
<b><u>Fund Balance - Beginning of Year</u></b>	<u>-</u>	<u>-</u>	<u>553,616.44</u>	<u>553,616.44</u>
<b><u>Fund Balance - End of Year</u></b>	<u>\$ (345,538.00)</u>	<u>\$ (345,538.00)</u>	<u>\$ 554,050.88</u>	<u>\$ 899,588.88</u>

**Township of Arcadia**  
 Budgetary Comparison Schedule  
 Public Safety Assessment Fund  
 For The Year Ended June 30, 2005

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance with Amended Budget</u>
<b><u>Revenues</u></b>				
Property Tax	\$ -	\$ -	\$ 60,317.99	\$ 60,317.99
Interest Earnings	-	-	511.81	511.81
<b><u>Total Revenues</u></b>	<u>-</u>	<u>-</u>	<u>60,829.80</u>	<u>60,829.80</u>
<b><u>Expenditures</u></b>				
Miscellaneous	-	-	-	-
<b><u>Total Expenditures</u></b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Excess of Revenues Over (Under) Expenditures</u></b>	<u>-</u>	<u>-</u>	<u>60,829.80</u>	<u>60,829.80</u>
<b><u>Other Financing Sources</u></b>				
Operating Transfers In (Out)	-	-	(60,829.80)	(60,829.80)
<b><u>Excess of Revenues &amp; Other Sources Over (Under) Expenditures &amp; Other Uses</u></b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Fund Balance - Beginning of Year</u></b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Fund Balance - End of Year</u></b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Township of Arcadia**  
 Budgetary Comparison Schedule  
 Fire Improvement Fund  
 For The Year Ended June 30, 2005

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance with Amended Budget</u>
<b><u>Revenues</u></b>				
Charges for Service	\$ -	\$ -	\$ 6,150.00	\$ 6,150.00
Interest Earnings	-	-	1,365.42	1,365.42
<b><u>Total Revenues</u></b>	<u>-</u>	<u>-</u>	<u>7,515.42</u>	<u>7,515.42</u>
<b><u>Expenditures</u></b>				
Miscellaneous	-	-	-	-
<b><u>Total Expenditures</u></b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Excess of Revenues Over (Under) Expenditures</u></b>	<u>-</u>	<u>-</u>	<u>7,515.42</u>	<u>7,515.42</u>
<b><u>Other Financing Sources</u></b>				
Operating Transfers In (Out)	-	-	10,000.00	10,000.00
<b><u>Excess of Revenues &amp; Other Sources Over (Under) Expenditures &amp; Other Uses</u></b>	<u>-</u>	<u>-</u>	<u>17,515.42</u>	<u>17,515.42</u>
<b><u>Fund Balance - Beginning of Year</u></b>	<u>-</u>	<u>-</u>	<u>71,005.02</u>	<u>71,005.02</u>
<b><u>Fund Balance - End of Year</u></b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 88,520.44</u>	<u>\$ 88,520.44</u>

**Other Supplemental Information**

**Township of Arcadia**  
Other Supplemental Information  
Combining Statement of Net Assets  
Fiduciary Funds  
June 30, 2005

	Other Trust Funds			Agency Fund
	Cemetery Perpetual Care	Nonexpendable Trust	Totals	
Assets	Expendable Trust			Tax Collection Fund
Cash & Certificate of Deposit	\$ 10,355.91	\$ 20,800.34	\$ 31,156.25	\$ 536.97
Due From Other Funds	-	-	-	-
<u>Total Assets</u>	<u>10,355.91</u>	<u>20,800.34</u>	<u>31,156.25</u>	<u>536.97</u>
<u>Liabilities &amp; Fund Balance</u>				
<u>Liabilities</u>				
Due To Other Funds	-	-	-	536.97
Due To Others	-	-	-	-
Due To Other Governmental Agencies	-	-	-	-
<u>Total Liabilities</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>536.97</u>
<u>Net Assets</u>				
Held in Trust for Cemetery Perpetual Care	-	20,800.34	20,800.34	
Unreserved - Undesignated	10,355.91	-	10,355.91	
<u>Total Liabilities &amp; Net Assets</u>	<u>10,355.91</u>	<u>20,800.34</u>	<u>31,156.25</u>	

**Township of Arcadia**  
 Other Supplemental Information  
 Combining Statement of Changes in Net Assets  
 Fiduciary Funds  
 June 30, 2005

	Other Trust Funds		
	Cemetery Perpetual Care		
	Expendable Trust	Nonexpendable Trust	Totals
<u>Additions</u>			
Interest Income - Perpetual Care	\$ 588.99	\$ -	\$ 588.99
Sale of Lots - Perpetual Care	-	450.00	450.00
<u>Total Additions</u>	588.99	450.00	1,038.99
<u>Deductions</u>			
Miscellaneous	-	-	-
<u>Total Deductions</u>	-	-	-
<u>Net Increase</u>	588.99	450.00	1,038.99
<u>Net Assets - Beginning of Year</u>	9,766.92	20,350.34	30,117.26
<u>Net Assets - End of Year</u>	\$ 10,355.91	\$ 20,800.34	\$ 31,156.25

**Township of Arcadia**  
Other Supplemental Information  
Schedule of Indebtedness  
June 30, 2005

Lapeer County Road Commission  
Bonds Payable for Road Maintenance  
Annual Payment Due June 30

Dated: May 17, 2000  
Original Issue: \$565,223

Interest Range	Date of Maturity	Principal Outstanding June 30,		Remaining Annual Interest Payable
		2005	2004	
4.40% - 5.00%	6/30/2005	\$ -	\$ 56,523	\$ -
4.40% - 5.00%	6/30/2006	56,523	56,523	15,444
4.40% - 5.00%	6/30/2007	56,523	56,523	12,699
4.40% - 5.00%	6/30/2008	56,523	56,523	9,924
4.40% - 5.00%	6/30/2009	56,523	56,523	7,121
4.40% - 5.00%	6/30/2010	56,523	56,523	4,290
4.40% - 5.00%	6/30/2011	56,517	56,517	1,430
<u>Total Bonds Payable</u>		<u>\$ 339,132</u>	<u>\$ 395,655</u>	<u>\$ 50,908</u>

LEHN L. KING  
CERTIFIED PUBLIC ACCOUNTANT

3531 MAIN STREET  
MARLETTE, MICHIGAN 48453

Phone 989-635-3113  
Fax 989-635-5580

August 30, 2005

Members of the Township Board  
**Arcadia Township**  
Lapeer County, Michigan

Board Members:

In accordance with your request, I have made an examination of the financial statements of Arcadia Township for the fiscal year ended June 30, 2005. During the course of my examination, the following item came to my attention:

Per P.A. 621 of 1968, the Township board must adopt a budget for all special revenue funds. This includes the Public Safety Assessment Fund and the Fire Improvement Fund the board did not adopt a budget for these funds for the fiscal year ending June 30, 2005.

From an overall viewpoint, Arcadia Township is in good financial condition. The financial records maintained by the Township are in good order.

I thank the Township officials for the cooperation I received in the completion of this examination. Should you have any questions in connection with the above, please contact me at your convenience.

Sincerely,

*Lehn King*

Lehn L. King  
Certified Public Accountant